



WEARE BOARD OF SELECTMEN MEETING MINUTES

MAY 3, 2004

*****DRAFT*****

PRESENT: LAURA PETRAIN, CHAIRMAN; THOMAS REYNOLDS JR., SELECTMAN; HELEEN KURK, SELECTMAN; LEON METHOT, CO-CHAIRMAN.

ADMINISTRATIVE COORDINATOR: ROBERT CHRISTENSEN
RECORDING SECRETARY: SHERRY BUTT DUNHAM

GUESTS: FRANK CAMPANA, MATT THOMAS, PAUL MORIN, NAOMI BOLTON, ED PISCOPO, BRAD MACAULEY, FORREST ESENWINE, GINGER ESENWINE, JIM BLOUIN, ROBERT RICHARDS, LEON TAYLOR, KIM BERGERON, CARL KNAPP, TINA MORRISON.

Chairman Petrain opened the Selectmen's Meeting, held at the Town Office Building, at 6:30 p.m. with the Pledge of Allegiance.

1. PUBLIC PARTICIPATION

Matt Thomas from the Weare School Board addressed selectmen to provide an update on construction plans. According to Mr. Thomas, the school board will have an appraisal on the land they hope to build upon sometime next week. The school board plans to have an appraisal of the two WMS buildings as well. He indicated the school board will let the town know the results of the appraisals. Mr. Thomas asked the board to look at their future space needs in relation to the brick building at the current WMS site.

Mr. Thomas mentioned that the Weare Schools Space Needs Committee has broken into two groups—a building design subcommittee and a marketing subcommittee. Mr. Thomas indicated the design committee hopes to encompass the community's needs into the design of a new WMS building by way of a meeting hall or auditorium. He would like the selectmen to select a member of their board to work with the design committee regarding community space needs. Chairman Petrain said the board will discuss their ideas and keep the design team informed via a board member or through the administrative

coordinator. Mr. Thomas said the meetings may increase to two or three a month as the process moves forward. He said the sooner the committee can put together the best plans the more time the school board has to review those plans and make reasonable cuts.

Chairman Petrain assured Mr. Thomas that Mr. Christensen will communicate the board's ideas to the school board in the event a board member cannot attend regular design team meetings.

2. PUBLIC HEARING ZODIAC BOAT AND RELATED EQUIPMENT 6:43 P.M

Chairman Petrain opened the public hearing at 6:43 p.m. for the purpose of hearing public testimony and comment on a donation of a Zodiac inflatable rescue boat and related equipment totaling \$5,903.00 to the Town of Weare by the Weare Firefighters' Association. Hearing to include the following items at the following costs:

--Zodiac inflatable boat: \$3,130.00

--Motor: \$1,950.00

--Trailer: \$500.00

--Jack: \$18.50

--Lights: \$19.50

--Hooks & rail braces: \$58.75

--Bolts: \$22.00

--Tarp: \$16.00

--Restraining straps: \$37.50

--Lettering: \$150.00

The hearing notice ran in the Union Leader on April 15, 2004. The town office posted the hearing notice in accordance with state law.

Mr. Leon Taylor addressed the board regarding the donation. He said the Weare Firefighters Association purchased the boat and donates it to the town. Mr. Taylor said he designed a trailer for the Zodiac boat, which is currently stored at the old Weare Center Fire Station. He presented the board with photographs of the boat and trailer. According to Mr. Taylor, Mr. Larry DaMour, a retired Concord Firefighter, has offered to help train Weare firefighters in the use of the Zodiac rescue boat.

Additionally, he presented the board with a copy of the first meeting of the Weare Fire Department conducted 70-years ago. Chairman Petrain thanked Mr. Taylor for all his hard work.

Fire Chief Bob Richards said he put together a proposal for additional equipment & training (\$6,064.00) needed to put the rescue boat in-service. He indicated that the state requires training and specific rescue items to go along with rescue boats.

Chief Richards list includes the following:

- 2 Sterns survival suits: \$700.00
- 6 Tech rescue helmets: \$330.00
- 6 Personal floatation devices: \$510.00
- 2 75ft. rope bags: \$130.00
- 2 300ft. rope bags: \$295.00
- 1 Life jaws: \$195.00
- 1 Life net: \$254.00
- State boater safety course for 20 volunteers: \$400.00
- Water rescue course for 20 volunteers: \$2,700.00
- Insurance: \$550.00

Chairman Petrain asked if the chief planned to place this cost in next year's operating budget? Fire Chief Richards said he hopes to put the rescue boat in-service this summer and will do the minimum required to meet this goal. Chief Richards said he was not aware Mr. DaMour offered to train fire department personnel. He said if the training is comparable to the water rescue course, then he won't need \$2,700.

Chief Richards said the boat is a great asset to the town and the department—it is long overdue, he said.

Chairman Petrain asked if the boater safety course is required every year? No, only new volunteers at a cost of \$20 per person, said Chief Richards.

Chairman Petrain closed the public hearing at 6:55 p.m. she made a motion to accept the Zodiac Boat and related equipment, the motion was seconded by Selectman Reynolds and passed unanimously.

3. 1st NON-PUBLIC SESSION RSA 91-A:3 II (e) 6:56 P.M.

Chairman Petrain moved the board of selectmen to enter into non-public session at 6:56 p.m. pursuant to the authority granted in RSA 91-A:3 II (e). Co-chairman Methot seconded the motion. A roll call vote was taken. Selectman Kurk, yes; Chairman Petrain, yes; Selectman Reynolds, yes; Co-chairman Methot, yes—motion passed unanimously. Robert Christensen, Paul Morin, Edward Piscopo, Brad MaCauley, Naomi Bolton, Carl Knapp and Sherry Butt Dunham attended this session.

Chairman Petrain moved the board to exit non-public session at 7:25 p.m. Selectman Reynolds seconded the motion. A roll call vote was taken. Chairman Petrain, yes; Selectman Kurk, yes; Selectman Reynolds, yes; Co-chairman Methot, yes.

Chairman Petrain moved the board to seal and restrict the minutes of the non-public session pursuant to the authority granted in RSA 91-A:3 II, Selectman Kurk seconded the motion and a roll call vote was taken. Chairman Petrain, yes; Selectman Kurk, yes; Selectman Methot, yes; Selectman Reynolds, yes—motion passed unanimously.

4. OLD BUSINESS 7:30 P.M.

MINUTES—The board decided to discuss changes and vote on approval at the next scheduled meeting.

MANIFESTS—Selectman Chairman Laura Petrain made a motion to authorize the board of selectmen to sign manifests and order the treasurer to sign checks dated May 6, 2004 in the amount of: \$216,648.32 for accounts payable and \$29,521.05 for gross payroll at a total of \$246,169.37 Motion seconded by Selectman Kurk, vote taken—motion passed unanimously.

Selectman Chairman Laura Petrain made a motion to authorize the board of selectmen to sign manifests and order the treasurer to sign checks dated May 13, 2004 in the estimated amount of: \$225,000.00 for accounts payable and \$28,000.00 for gross payroll at a total of \$253,000.00—Motion seconded by Selectman Reynolds, vote taken—motion passed unanimously.

AWARDING OF PAVING BIDS—Mr. Carl Knapp recommended the board award the paving bid to Pike Industries who supplied the lowest bid. Chairman Petrain made a motion to award the paving contract to Pike Industries. Motion Seconded by Selectman Reynolds—passed unanimously.

HAZARDOUS WASTE—Mr. Knapp said the hazardous waste company wants to charge the town \$20,000. to collect waste on the date previously agreed upon. Substantially more money than the town appropriated. Clean Harbors rescheduled with Weare for Sunday, June 6, 2004. The charge is exactly what the town raised and appropriated--\$8,000. Another household hazardous waste collection day slated for Saturday October 9, 2004. The chair has no problem with either date.

AMBULANCE INFORMATION—Chief Bob Richards told the board there is a small screw-up on the lease, so the chairman has to sign an amended contract—Chief Richards gave an amended copy to Chairman Petrain for signature. She asked if other members had questions. The down payment is less than the annual payment by \$67.00—Chairman Petrain asked for the previous signed contract. Chief Richards gave her the contract and she kept it.

Chief Richards said the ambulance contractor will lend the Town of Weare a used ambulance for service free of charge. Chief Richards seeks the board's approval. The lender ambulance will carry a town title until the new ambulance arrives. The board approved of lender ambulance by consensus.

BUZZELL HILL WINDOW ISSUE—Chief Richards wanted to know where they stand on the Buzzell Hill new home window issue? The board indicated the decision is his.

TRAINING ROOM USE—Selectman Kurk asked Chief Richards if he resolved the training room situation with the police department? Chief Richards said yes.

5. OTHER OLD BUSINESS 8:15 P.M.

REAPPOINTMENT OF COMMITTEE MEMBERS—Co-chairman Methot made a motion to reappoint Bill Webber, Brad MaCauley and Steve Lehmann as voting members to the planning board for a term of three years—seconded by Selectman Reynolds and passed unanimously.

Motion to reappoint Pat Meyers and Steve Najjar to the Weare Conservation Commission for a three year term, motion seconded—passed unanimously.

Chairman Petrain made a motion to appoint Bill Beaupre to the Weare Economic Development Committee for a three year term, seconded by Selectman Kurk—motion carries unanimously.

LAWN CARE DISCUSSION—Chairman Petrain said Mr. Blouin asked the board to take another look at the lawn care bids from other companies. She talked about the lawn care company working for the cemetery trustees—All About Lawn Care. Selectman Reynolds said Weare Parks and Recreation Commission supports working with All About Lawn Care.

Mr. Christensen recommended submitting revamped bid specs to the lawn care firms that bid the original specifications. Chairman Petrain, Selectman Reynolds and Selectman Kurk don't support this idea.

Selectman Kurk said if the board goes with Denning then they won the bid on a different set of specs—she has a problem with that.

Selectman Kurk said we know Mr. Denning does good work, but we don't have the money and we do have another company willing to do the work specified for what is budgeted. I think Mr. Denning understands it isn't personal.

Chairman Petrain and Selectman Kurk asked Mr. Christensen to please send Mr. Denning a nice letter explaining the board's decision to contract with All About

Lawn Care. Selectman Reynolds made a motion to award the municipal lawn care contract in the sum of \$5,750. to All About Lawn Care, Selectman Kurk seconded the motion, Co-chairman Methot abstained—motion carries.

FIRE DEPARTMENT LAWN CARE—Chairman Petrain asked about the fire department's lawn care needs. Chairman Petrain asked Chief Richards to discuss the Denning lawn care bid with Mr. Christensen and see if the terms meet the fire department's lawn care needs. Chief Richards said he plans to emphasize lawn care on the fire station grounds as opposed to cistern mowing.

MURALS—Selectman Kurk acknowledged volunteer effort especially at the Weare Public Library where volunteers painted murals in the children's room—great volunteer effort, she said.

6. NEW BUSINESS 8:30 P.M.

ADMINISTRATIVE COORDINATOR REPORT:

LIBRARY BOOK STORAGE—Mr. Christensen said town hall storage for library books not feasible because the school is using the first floor stage area. Books may be stored for a little while on second floor, indicated Co-chairman Methot—just not in middle because of an unstable second floor.

NEW MEMBER PACKETS—Selectman Kurk asked Mr. Christensen if the new member packets are ready? He said yes. He will discuss that momentarily.

FACILITIES USE FORM—Chairman Petrain raised the issue of the facilities use form and related fees. Selectman Kurk indicated the board needs Chuck Metcalf's input on the discussion prior to any decision making. Chairman Petrain said the Parks & Recreation Commission made the initial recommendation to waive certain non-profit group rental fees. She said the town has always waived fees for groups like the American Legion and Historical Society because they use the town hall for community functions and celebrations. Chairman Petrain supports the continuation of this longstanding practice. She does not support imposing a fee on groups who use town facilities for community-wide functions such as Memorial Day festivities. Selectman Reynolds said if those entities were exempt from rental fees in the past, that practice should continue. Selectman Kurk said she wants the exemptions in writing to protect Merry Rice, who handles the facilities use form.

NEW MEMBER INFORMATION PACKETS—Mr. Christensen presented the information included in the packets and let the board know that any one of them could include additional information via the server. The information in the packets is available on-line as well. Mr. Christensen said the Weare Free Press will run a story on new volunteers needed for committees.

CITIZEN CORP—Mr. Christensen reviewed emergency management federal funding available for a citizen corp. The program allows for substantial training and equipment for first responders. Chairman Petrain said there is no provision by the federal government for the community to match funds or keep the team together for any specified time. Chairman Petrain said it is not a one-time grant—the town is eligible to apply for additional funds as needed as available.

FUEL BIDS—Mr. Christensen said the bids are out and will be available by the close of May. He indicated that the town will work with Mr. Jim Crane of the school administrative unit to combine fuel service and obtain a lower group rate.

EAGLE SCOUT PROJECT—Mr. Christensen recommended replacement of the Weare Town Hall sign. He said the family of Daniel Drysdale is excited about the project. He asked the board if that is okay? Chairman Petrain said it was a wonderful idea. Co-chairman Methot said he suggested a road list update to the Drysdale's as well.

ROOFING ON STONE BUILDING—Mr. Christensen said the contractor came and did the work requested on the roof and agreed to install the new skylights. However, in the process of replacing the windows, the contractor accidentally broke one of the windows. Originally the project estimate came in at \$11,560. but the final invoice came in \$960 higher due to the cost of the broken window. Chairman Petrain said the town is not responsible for the cost of the broken glass. The contractor has insurance and if their deductible is too high, that is their problem—their cost to bear. Co-chairman Methot said the contractors should either submit a bill to their insurance company or write-off the cost.

Mr. Christensen said the invoice reflects a legitimate labor cost involved in removing the windows, but not to replace the broken glass or those related labor costs. Mr. Christensen said, by his estimate, the town owes 4 hours labor time for legitimate window work. Chairman Petrain said to send the check for agreed amount and then work with the contractor on additional fees.

TAX DEEDING WITH TAX COLLECTOR 8:45 P.M.—Ms. Tina Morrison addressed the board with the deeding list of tax levies. The board of selectman has the right to sign a deed waiver.

Selectman Kurk noted that the list is smaller this year compared to previous years. The tax collector indicated the list dwindled down from 50 to 16 parcels of land and or delinquent property. Ms. Morrison has worked feverishly with delinquent taxpayers to clear them from the list. She has made delinquent taxpayers aware of payment structures with the town. Ms. Morrison recommended the following action on delinquent taxpayers:

→**Mr. Dobreau**—owes \$243. Ms. Morrison asked the board to sign a waiver.

→**808 Concord Stage Road**—owner owes over \$10,000. The tax collector has collected only \$1,500. this past year. She recommends the town take this property because the owners have made no effort to pay their taxes or work with the tax collector to establish a payment structure. If they come in to the town hall to pay, Ms. Morrison said she could revisit this case. No waiver recommended—none signed.

→**Ron & Cindy Hoekstra**—The town has set-up a \$200. per month payment arrangement with the Hoekstra's. She asked the board to sign the arrangement, which states if they default on one payment the board can take the deed. The board signed the agreement. Ms. Morrison said the Hoekstra's worked with the town before. Waiver recommended.

→**Mr. Lunt**—Owes \$118. Ms. Morrison asked the board to sign the waiver.

→**3-PARCEL OWNER**—Waiver recommended because owner makes regular payments.

→**Cold Springs Lot**—Ms. Morrison attempted to work with this owner. She is down to approximately \$100. or so. Board signed waiver at her recommendation.

→**6 River Road**—owners do not respond to tax collector's letters. Code Enforcement Officer Chip Meany will follow-up on this case tomorrow. Owner owes \$8,100. Mr. Meany doesn't think the town should take this property. Board signed waiver as recommended by tax collector.

→**Robert Stanley on Buzzell Hill Road**—Mr. Stanley's sister said she will pay the bill. Since 2001 the bills and the home have not been taking care of. Ms. Morrison recommends the board sign a waiver.

→**Jeff Taylor on Deering Center Road**—he neglected to make payments last year and town will not work with him. Ms. Morrison has spoken to the bank—no waiver on this property.

→**Therein Property**—the homeowner sticks to the payment schedule so Ms. Morrison wants the board to sign a waiver.

→**William Thomas on Dustin Tavern**—faithfully makes monthly payments. She recommends signing a waiver.

→**Tiffany properties**—they usually wait until the last minute to pay their taxes. Ms. Morrison recommends signing the waiver on the Tiffany properties.

WEB HOSTING—Ms. Morrison told the board she is going to a class in June at a cost of \$90.00—she can fund the tuition from her operating budget. She also wants the board to consider purchasing web-hosting software so she can work with the software prior to attending the class. Software \$190. Ms. Morrison asked the board if she could take that amount out of her operating budget? Yes.

She indicated that obtaining a .gov name may take time to receive. Ms. Morrison said those who issue the .gov name will look at the current website to see if Weare meets specifications. They have strict guidelines—no campaigning, no advertising etc. said Ms. Morrison. The cost \$280. per year to operate the town website. \$22.00 per month provides the town with unlimited e-mail boxes. Ms. Morrison indicated contracting a web hosting server makes more sense than having her maintain and troubleshoot an in-house server—the server company would maintain and troubleshoot the site. Co-chairman Methot asked Mr. Christensen for a print-out of the capital reserve fund balances. According to Mr. Christensen, Elayne Pierson, the finance administrator, said the town overspent the capital reserve fund in question by \$2,000. He said there is no money in the fund for Ms. Morrison's proposed expenditures. Chairman Petrain asked Mr. Christensen to explain how the town overdrew the fund. Selectman Reynolds said an overdrawn account is a big no-no. Mr. Christensen said he needs to speak with Ms. Pierson in detail on that matter. Selectman Reynolds said the board wouldn't approve spending an amount not within the fund balance. The chair indicated that the board always looks at the fund balance prior to approving expenditure. Selectman Reynolds said this situation bothers him as well.

Mr. Christensen said Selectman Doug Cook, not in attendance tonight, asked by phone message if the board could refrain from taking a vote or decision on approving an offsite server company or web domain name tonight.

Selectman Kurk asked about updating the site. Ms. Morrison said attempting to work with Jon Wallace's files is more cumbersome than creating her own files in Front Page because he is a programmer and she is not.

Chairman Petrain and Selectman Reynolds said they have no problem with moving forward. Chairman Petrain stated she heard Selectman Cook's request, but if the majority of the board in attendance wants to move forward, she has no problem with moving forward. The board approved applying for the .gov domain name. The board signed the application.

CABLE COMMITTEE 9:08 P.M.—Mr. Walter Bohlin said he was summoned to attend he wanted to know what the board wants. Selectman Reynolds said the board wants better broadcast capability.

Mr. Bohlin said to improve and upgrade the broadcast requires volunteers to take care of sight & sound. He prepared a spreadsheet for the board regarding the purchase of a digital broadcast system. Mr. Bohlin noted that this type of system will require a control panel in the meeting hall and controller volunteers. The problem is manpower, Mr. Bohlin said, you can't find volunteers.

The cost of the new digital equipment is \$32,000., said Mr. Bohlin, more than they have. The equipment is not broadcast quality—broadcast quality would cost \$100,000. Mr. Bohlin said the old “box” will not handle the new equipment.

Chairman Petrain noted that in some towns controllers and volunteers receive a stipend—money collected by cable revenues. The chair noted her concern that the Cable Committee is unable to maintain a quorum. She asked Mr. Bohlin what the board can do to help him increase committee member participation.

Chairman Petrain doesn't have a problem upgrading the equipment, but she wants to address manpower issues before investing into new equipment. She wants another year and use future revenues. Petrain said their committee needs to maintain a quorum and offer more of their free time to assist in operations.

Chairman Petrain asked if there was a limit on committee membership. The board went over the list of current members and asked the Cable Committee Chairman how many members meet regularly or help-out? Mr. Bohlin said he and Mr. MaCauley usually do live broadcast work themselves.

The board inquired about cable committee approval on local cable access programming—a board member mentioned Mr. Wallace's production. Mr. Bohlin said the way the cable committee operates, if a cable committee member produces a show, the cable committee does not have to approve the content—the approval rule applies to non-member productions. Mr. Wallace is a member of the cable committee. Chairman Petrain talked about the cable committee bylaws.

Selectman Petrain asked Mr. Bohlin to assemble a meeting to discuss stipends and participation. She indicated a measure would have to go on next year's warrant. Selectman Kurk wants to see the sound quality improved this year.

Mr. Bohlin recommended the recording secretary run the camera controller to pan, fade-out and fade-in on speakers at selectmen's meetings. She indicated she was willing to try. Selectman Kurk offered to set-up the microphones, if the

cable committee installed a new broadcast system like the one at the school for school board meetings.

FEMA OVERPAYMENT TO TOWN 9:35 P.M.—DPW Director Carl Knapp and his secretary Naomi Bolton reviewed the FEMA payment history with the board. According to Mr. Knapp, federal auditors determined FEMA overpaid the Town of Weare \$33,607.00 in 1986 and the federal government wants their money back. Mr. Knapp does not know what happened to the \$33,607. after the town cashed the FEMA check. FEMA will not allocate future funds to Weare until the town repays the federal government.

Mr. Knapp said he was surprised that the town's auditors did not notice the overpayment during yearly audits. Mr. Christensen asked if this withholding of FEMA funds will affect the Citizen Corp grant? Mr. Knapp and Chairman Petrain don't think so because those funds come from a different federal agency.

Mr. Knapp told the board FEMA won't release snow removal money until the town pays back the 1986 overpayment.

RIVER ROAD SIGNS—are ordered and will be in next week said Mr. Knapp.

PLANNING BOARD MEETING—Naomi Bolton invited selectmen to attend the next planning board meeting to discuss All Seasons Campground condo rules. The All Seasons Committee wants to amend the rules. The planning board does not intend to accept any changes at this meeting, but will hear testimony.

FARMERS MARKET DISCUSSION 10:07 P.M.—Kim Bergeron addressed the board and explained the liability issues, licensing rules and their insurance liabilities of a farmers market. The organizers plan to start around Mid-July on Friday evenings. Vendors to include: produce, fish, meat, honey, flowers, plants, maple syrup, ducks, pigs etc. Ms. Bergeron feels the farmers market will bring-out local vendors, farmers and gardeners and bring the community together. The organizers want to erect a large banner in the center of town to advertise. The local farmers market will be non-profit, they have the paperwork to file to the state.

The organizers will be working with the UNH Division of Cooperative Extension and they want to use town property for the farmers market. They need a couple hundred dollars seed money for initial advertising purposes. According to the organizers, Weare businesses currently support the New Boston Farmers Market and if Weare had their own, those businesses would most likely sponsor Weare's farmers Market.

Selectman Kurk said the board needs to consider parking for the farmers market. The board by consensus said they support the farmers market venture.

Chairman Petrain recommended the organizers approach the Weare Chamber of Commerce for financial contributions. She does not support the town appropriating seed money for the venture. However, the board supports the organizers' use of town property for a farmers market. Selectman Methot said he would donate his one month selectmen's check of \$350. to the organizers for seed money.

The board squashed the idea of pony rides. They said small livestock is okay.

Ms. Bergeron asked the board for a letter saying the board of selectmen support the concept of a farmers market. The board agreed.

PROFILE STEERING COMMITTEE ANNOUNCEMENT—Chairman Petrain announced the dates for the Community Profile Steering meeting on May 7 and May 8 at John Stark Regional High School.

7. OTHER NEW BUSINESS 10:20 P.M.

BEQUEATHED FUNDS—Mr. Christensen mentioned funds bequeathed to the town—benefactor and sum not stated.

ATV CLUB—May 10, 2004 wants to meet with board members regarding the trail and trail rides. The meeting begins at 6 p.m.

AVITAR—Mr. Christensen mentioned access of data on the internet.

ADAMS LOCK & KEY—Mr. Christensen to place Leon Methot's name on the key list at board request.

8. 2nd NON-PUBLIC RSA 91-A:3 II (e) 10:25 p.m.

Chairman Petrain moved the board of selectmen to enter into non-public session at 10:25 p.m. pursuant to the authority granted in RSA 91-A:3 II (e). Co-chairman Methot seconded the motion. A roll call vote was taken. Selectman Kurk, yes; Chairman Petrain, yes; Selectman Reynolds, yes; Co-chairman Methot, yes—motion passed unanimously. Robert Christensen and Sherry Butt Dunham attended this session.

Chairman Petrain moved the board to exit non-public session at 10:36 p.m. Selectman Kurk seconded the motion. A roll call vote was taken. Chairman Petrain, yes; Selectman Kurk, yes; Selectman Reynolds, yes; Co-chairman Methot, yes.

Chairman Petrain moved the board to seal and restrict the minutes of the non-public session pursuant to the authority granted in RSA 91-A:3 II, Selectman Reynolds seconded the motion and a roll call vote was taken. Chairman Petrain, yes; Selectman Kurk, yes; Selectman Methot, yes; Selectman Reynolds, yes—motion passed unanimously.

9. ADJOURNMENT 10:37 p.m.

A True Record

Sherry Butt Dunham, *Recording Secretary*